

National Gallery of Art

Internships in the Museum Profession

2015–2016

Purpose

Internships in the Museum Profession at the National Gallery of Art provide institutional training to students interested in pursuing a museum career. Working closely with professional staff at the Gallery, interns participate in the ongoing work of a department, complete a project or a discrete portion of a larger project, and attend a weekly museum seminar that introduces the staff, departments, programs, and functions of the Gallery.

Eligibility

Although consideration will be given to students with a spring 2015 undergraduate degree, preference will be given to applicants who are enrolled in a graduate program or are recent MA, MFA, or M Arch graduates (degree must have been received no earlier than 2014). Applicants from all backgrounds are encouraged to apply. This is an international program.

Procedure for Application Form

The deadline to submit this application form is January 12, 2015. **Applications received after this date will not be considered.**

National Gallery of Art

Internships in the Museum Profession Application 2015–2016

Please fill out this form completely and send to:

**Department of Academic Programs, Division of Education, National Gallery of Art,
2000B South Club Drive, Landover, MD 20785**

All applications must be received by Monday, January 12, 2015.

1. Last name, first name, middle name or initial

2. Addresses:

Current

Permanent (if different from current address)

3. Phone numbers:

Home phone

Cell phone

4. E-mail address

5. College/university history:

Bachelor's degree

Institution

Major(s)

Senior thesis title (if applicable)

Date degree awarded

Master's degree

Institution

Major(s)

Thesis title

Date degree awarded

6. Please check the circles below for the areas in which you are qualified to work:

Curatorial:

- ☐ American Paintings (to early twentieth century)
- ☐ British Paintings
- ☐ Early Netherlandish Paintings
- ☐ French Paintings (nineteenth century)
- ☐ Italian Renaissance Paintings
- ☐ Northern Baroque Paintings
- ☐ Spanish Paintings (Renaissance to nineteenth century)
- ☐ Modern and Contemporary Art
- ☐ Sculpture and Decorative Arts (Middle Ages to early twentieth century)
- ☐ Old Master Drawings
- ☐ Old Master Prints
- ☐ Photographs
- ☐ Modern and Contemporary Prints and Drawings

Exhibition Design:

- ☐ Installation
- ☐ Lighting
- ☐ Silkscreen

Conservation:

- ☐ Paintings
- ☐ Objects
- ☐ Paper
- ☐ Photographs
- ☐ Scientific Research

Education:

- ☐ Adults
- ☐ Children
- ☐ High School
- ☐ Families
- ☐ Teachers and Schools
- ☐ Education Publications
- ☐ Web

- ☐ Film Programs

Library:

- ☐ Reader Services — Reference and Circulation
- ☐ Photo Archives
- ☐ Rare Books

- ☐ Architecture
- ☐ Horticulture
- ☐ Publications

7. How did you learn about this internship?

- | | | |
|-------------------------------------|------------------------------------------------|--------------------------------------|
| <input type="radio"/> professor | <input type="radio"/> university career center | <input type="radio"/> NGA website |
| <input type="radio"/> former intern | <input type="radio"/> CAA online | <input type="radio"/> other _____ |
| <input type="radio"/> AAM online | <input type="radio"/> academic advisor | <input type="radio"/> Listserv _____ |

8. List foreign languages you know and your proficiency (fluent, reading, speaking, writing) in each. If English is not your native language, please indicate your speaking, writing, and reading level.

9. Awards and honors received (list most recent first)

10. List most recent internships and employment. Please indicate if you received course credit for any of the internships listed, if the internship was a requirement for your degree, or if the employment was part of a work-study program.

11. List other internships, fellowships, or jobs for which you are applying.

12. List contact information for three recommenders. Note that one must be the chair or dean of your department (more than one student may be recommended by the same university), the second must be your advisor, and the third is an open choice. (Each recommender must have a copy of your application materials before January 12, 2015.)

(chair or dean)

Name and title:

Institutional affiliation:

Address:

Phone number:

E-mail address:

Preferred method of contact:

(advisor)

Name and title:

Institutional affiliation:

Address:

Phone number:

E-mail address:

Preferred method of contact:

(open choice)

Name and title:

Institutional affiliation:

Address:

Phone number:

E-mail address:

Preferred method of contact:

13. Please write a letter (single-spaced, about 750 words) to the selection committee stating your reasons for participating in the museum training program at the National Gallery of Art *at this point in your education or career*, including: 1) what you hope to achieve from the experience, 2) what you feel you can contribute to the department(s) in which you are interested, and 3) how such an experience would further your education and career plans. Attach a separate sheet if necessary.